

TU' KWA HONE NEWSLETTER

Burns, Oregon

July 29, 2019

Burns Paiute Tribe

100 Pasig St.

Burns, OR 97720

541.573.8016

TRIBAL COUNCIL CONTACT:

Chairman - Eric Hawley

541.589.3104

Burns Tribal Police Chief of Police

Alan Johnson—541.589.1030

Social Services Director / ICWA

Jeremy Thomas—541-573-8046
or 541-589-3494

Domestic Violence / Assault-

Teresa Cowing,

541.573.8053 / 541.413.0216

Police After hours:

Call Harney County

Non-emergency 541.573.6028

Emergency call—911

Community News:

July 30, 2019—Food Handler's class at the Gathering Center @ 9:00 a.m.—Blood Borne Pathogens at 10:00 a.m.

July 31, 2019—Sobriety Dinner at 5:30 p.m. at the Gathering Center

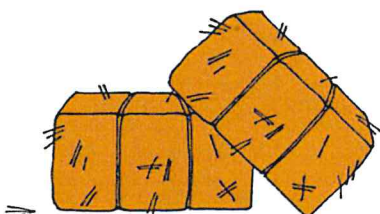
Tu-wii-kii Nobi will begin their regular hours, starting 7/29/2019.

Jonesboro hay out for bid to tribal community.

Bid sheets will be located at Admin and NR Dept. Buildings.

BID CLOSING AUGUST 2nd

Starting price is \$70/ton OR \$80/ton delivered small squares (approx. 50lb) grass hay

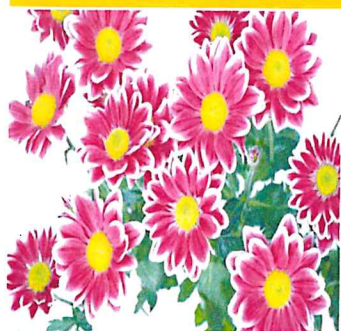


2020 Census will be here soon!

I am looking for a Complete Count Committee (CCC). It is a volunteer committee established by tribal, state and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 census. CCCs serve as state and local "census ambassador" groups that play an integral part in ensuring a complete and accurate count in their community in the 2020 Census. Success of the census depends on community involvement at every level. The Census Bureau cannot conduct the 2020 census alone.

Please be on the look out why the 2020 Census is so important to our community!

If you would like to volunteer please give Jody Richards a call, 541-589-4595.
THANK YOU!!!



Free Training

WHEN: July 30th

WHERE: BPT Gathering Center

Food Handlers - 9am(sharp)

Blood Borne Pathogens – 10 AM

Everyone Welcome

**Shawn Blackshear – IHS Sanitarian
will be teaching the classes.**



For questions call 541-573-8050



2018-19 Queen Jasmine Barney

BURNS PAIUTE SOCIAL GATHERING & LACROSSE GAMES

Honoring our Youth & Families

October 12 & 13, 2019

BURNS, OREGON

Harney County Fairgrounds

69660 S. Egan St • Burns, OR

All Dancers, Drummers & Spectators Welcome!

Open to All Public • Free Admission • Indoor Event • Bring your Chairs

Any Questions direct to: bptpowwow@gmail.com

LOP ELK Tag Signup

Land Owner Permit (LOP) Hunting Tags or the 2019 Hunting Season

Number of tags: 6 elk (guaranteed)

Hunting areas: Jonesboro, Logan Valley, and Beech Creek

Sign up at: Administration Office OR Burns Paiute Natural Resources Department

Call Calla Hagle sign up if out of the area: 541-573-8021

MUST SIGN UP BY: Friday, August 2nd 2019

IF SELECTED FOR TAG YOU WILL BE NOTIFIED VIA PHONE CALL

IF SELECTED FOLLOW THESE INSTRUCTIONS:

Fill this out before going to ODFW for LOP application:

1. LOP registration #	52376
2. Hunt # (Choose one) 266X (Logan Valley Bull elk from 10/23 - 10/27) 266Y (Logan Valley Bull elk from 11/2 - 11/10) 266B (Logan Valley antlerless elk from 11/16 - 11/24) 266C (Jonesboro antlerless elk from 8/15 - 9/30) 278A1 (Jonesboro either sex elk from 10/23 - 10/29) 278A2 (Jonesboro either sex elk from 11/2 - 11/10) 247A1 (Beech Creek either sex elk from 10/23 - 10/27) 247A2 (Beech Creek either sex elk from 11/2 - 11/10) 247 (Beech Creek antlerless elk from 11/16 - 11/24)	
3. Name	
4. Date of Birth	

Step 1: Buy your hunting license (If you have never had a hunting or angling license in Oregon, you will need to provide your social security #). Visit ODFW (located in Hines).

Step 2: Get your LOP application from ODFW office (LOP choice MUST match the hunt number from the Tribal wildlife dept.)

Information required:

1. Hunter ID # (it is on your hunting license)
2. Hunt number (must match the hunt number from the Tribal wildlife dept.)
3. LOP registration #: 52376

Step 3: Give Tribal wildlife department your LOP application and proof of payment

Address: 100 Pasigo St, Burns, OR 97720

Phone: (541) 573-8021

Note: It may take a couple of weeks to process the LOP application before the tag is available for purchase.

Step 4: Purchase your LOP tag by the day before your hunt starts.

LOP Sign Up

Elk

266X (Logan Valley Bull elk from 10/23 - 10/27)
266Y (Logan Valley Bull elk from 11/2 - 11/10)
266B (Logan Valley antlerless elk from 11/16 - 11/24)
266C (Jonesboro antlerless elk from 8/15 - 9/30)
278A1 (Jonesboro either sex elk from 10/23 - 10/29)
278A2 (Jonesboro either sex elk from 11/2 - 11/10)
247A1 (Beech Creek either sex elk from 10/23 - 10/27)
247A2 (Beech Creek either sex elk from 11/2 - 11/10)
247 (Beech Creek antlerless elk from 11/16 - 11/24)

Name	Phone	Address	1st Choice	2nd Choice
0 Example	541-573-8086	100 Pasigo St. Burns, OR 97720	266X	247A2
1				
2				
3				
4				
5				
6				
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9				
10				
11				
12				
13				
14				

Gaslighting

1. They tell overt lies.

You know it's an outright lie. Yet they are telling you this lie with a straight face. Once they tell you a huge lie, you're not sure if anything they say is true. Keeping you unsteady and offbeat is the goal.

2. They deny they ever said something, even though you have proof.

You know they said they would do something; you know you heard it. But they out deny it. It makes you start questioning your reality—maybe they never said that thing. And the more they do this, the more you question your reality and start accepting theirs.

3. They use what is near and dear to you as ammunition.

They know how important your kids are to you, and they know how important your identity is to you. So those may be one of the first things they attack. If you have kids, they tell you that you should not have had those children. They will tell you'd be a worthy person if only you didn't have a long list of negative traits. They attack the foundation of your being.

4. They wear you down over time.

it is done gradually, over time. A lie here, a lie there, a snide comment every so often...and then it starts ramping up.

5. Their actions do not match their words.

When dealing with a person or entity that gaslights, look at what they are doing rather than what they are saying. What they are saying means nothing; it is just talk. What they are doing is the issue.

6. They throw in positive reinforcement to confuse you.

This person or entity that is cutting you down, telling you that you don't have value, is now praising you for something you did. This adds an additional sense of uneasiness. You think, "Well maybe they aren't so bad." Yes, they are. This is a calculated attempt to keep you confused again, to question your reality. Also look at what you were praised for; it is probably something that served the gaslighter.

7. They know confusion weakens people.

Gaslighters know that people like having a sense of stability and normalcy. Their goal is to uproot this and make you constantly question everything. And humans' natural tendency is to look to the person or entity that will help you feel more stable—and that happens to be the gaslighter.

8. They project.

They are a drug user or a cheater, yet they are constantly accusing you of that. This is done so often that you start trying to defend yourself and are distracted from the gaslighter's own behavior.

9. They try to side people against you.

Gaslighters are masters at manipulating and finding the people they know will stand by them no matter what—and they use these people against you.

10. They tell you or others that you are crazy.

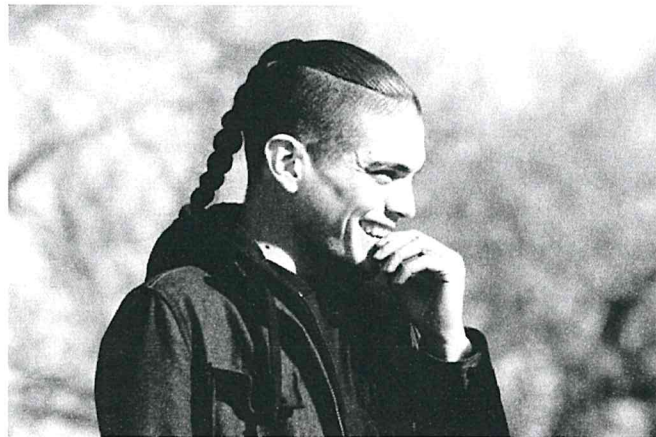
This is one of the most effective tools of the gaslighter, because it's dismissive. The gaslighter knows if they question your sanity, people will not believe you when you tell them the gaslighter is abusive or out-of-control. It's a master technique.

11. They tell you everyone else is a liar.

By telling you that everyone else (your family, the media) is a liar, it again makes you question your reality. You've never known someone with the audacity to do this, so they must be telling the truth, right? No. It's a manipulation technique.

**Domestic Violence & Sexual Assault Program
Cell 541-413-0216 Office 541-573-8053**

Burns Paiute Tribe presents
-Dyami Thomas-
August 2, 2019 @ 11:00 am
Gathering Center, Lunch will be provided!

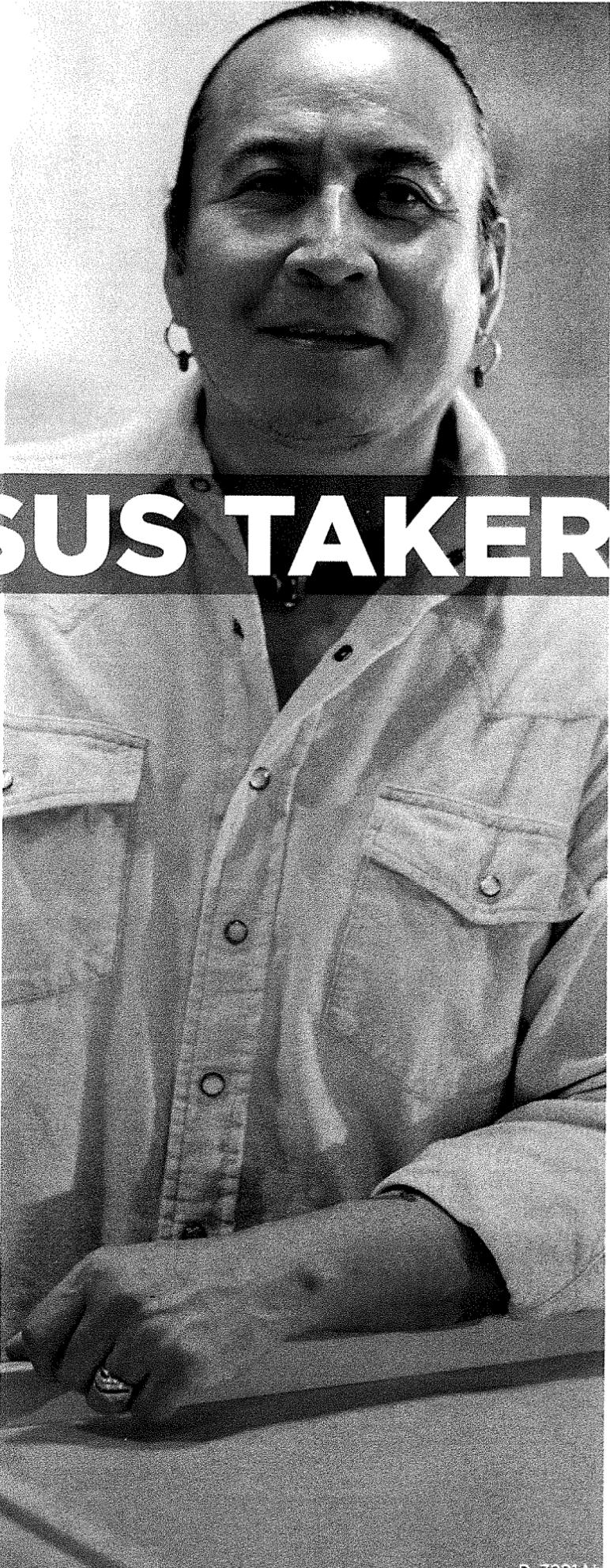


BIO - Dyami Thomas is an enrolled member of the Klamath Tribes in Southern Oregon and a descendant of the Leech Lake Anishinabe in Minnesota. Mr. Thomas had found a passion for motivational speaking at the age of 22. After being exposed to the amounts of obstacles that our native people face throughout Indian Country, he knew that he wanted to help uplift all native people in whatever way he could. Dyami is certified in Suicide Prevention, with that he has taken it upon himself to use that to spread awareness for the Native American suicide rates and motivate others to live life knowing that it is precious and to love themselves. For the last six years, Dyami has been traveling all through the US and Canada speaking at schools, graduations, community events, summits and conferences.

Throughout his young life, he had the opportunity to learn about modeling and talent along with communication and classical acting which lead him to be in films along with walking in Paris Fashion Week for Givenchy. With his background, Dyami has been able to host workshops and classes for youth people who are interested in acting and modeling along with workshops that cover suicide prevention, teen dating, violence, domestic violence, health and wellness, and overall self-motivation. With everything Dyami Thomas does, he speaks from his heart with positive and uplifting youth perspective about the importance of life, especially the highs and lows that weave throughout our journeys.



-Sponsored by BPT Suicide Prevention Program-



I CAN
BE A CENSUS TAKER

APPLY ONLINE!
2020census.gov/jobs

2020 Census jobs provide:

- ✓ Great pay
- ✓ Flexible hours
- ✓ Weekly pay
- ✓ Paid training

For more information or help applying, please call
1-855-JOB-2020

Federal Relay Service:
1-800-877-8339 TTY/ASCII
www.gsa.gov/fedrelay

The U.S. Census Bureau is an Equal Opportunity Employer.





EMPLOYMENT OPPORTUNITY AT HEMP FACILITY

As a result of an agreement between the Burns Paiute Tribe and DH Ventures, LLC, a facility for processing hemp is under construction at the site of the Old Camp Casino on Monroe St. here in Burns. DH Ventures is looking for employees to assist in all phases of the process. Work will be physical at times and may include occasional lifting of 40 – 50 lbs. of material. Besides being willing to work hard, the facility needs workers with forklift operating experience and experience working in production facilities. Workers will be needed initially on day shift, and hopefully a swing and night shift to be added in the future. At this time, projected start date is mid-to-late July.

Whether or not you have previous experience, if you are interested and want to be a part of this opportunity, please fill out the attached application and submit it to Beverly Beers at the Tribal Administration Building. Wages are dependent on experience and quality of work.

**APPLICATIONS ARE AVAILABLE AT THE TRIBAL
ADMINISTRATION OFFICE.**

APPLICATION FOR EMPLOYMENT

Name: _____

Address: _____

Phone: _____

Email: _____

Please describe your work history for the past 5 years as well as any other experience you think is important for us to know about:

Are you willing to work 40 hrs/week and overtime if required? _____

Are you willing to work swing and/or night shifts? _____

In the space below and if necessary on additional sheets, please include any other information you feel is relevant to your application and thank you for your interest.

Accounts Payable/Grants Administrator

Number of Positions: 1
Location: Burns, Oregon – Burns Paiute Reservation
Open: June 11, 2019,
Closes: Open until filled
Starting Date: To be determined
Supervisor: Finance Director
Salary: \$20.00 - \$25.00/Full-time

Position Summary:

Primary responsibilities are to perform a variety of activities such as payment processing, grant reporting, maintaining all accounts payable files.

Duties and Responsibilities:

- Payment Processing
 - * Process purchase orders, check requests and travel advance/reimbursement requests ensuring all necessary documents are attached. Prepare weekly check run, scheduling payments as required based on invoice or statement due dates. Initiate on line ACH payments as required. Submit a copy of all ACH summaries to the Accounting Finance Director for banking purposes. Reconcile credit card statements and vendor statements when received. Follow up with travels to ensure that expenses are finalized, and a trip report is submitted. Prepare check requests for telephone and utilities bills. Administer petty cash using voucher system; reconcile and replenish as needed. Follow up with checks not clearing the bank account. (Weekly Check Run)
- Grant Reporting
- Monthly and Quarterly Reports.
- Federal Financial Reporting and Draw Requests for all Grants and contracts based on requirements outlined in each agency agreement. Work with Granting agencies to set up processes for new grants and to close out expired grants.
- Composes and types routine correspondence.
- Compiles and produces statistical reports.
- Copies, collates, and binds reports, etc.
- Processes incoming and outgoing mail in the absence of the Administrative Assistant
- Files and maintains tribal government, administrative and program records and files.
- Transfer tribal government and administrative documents, records, reports, data, etc., by computer.
- Accounts Payable Vendor maintenance
 - * Maintain all AP vendor files in Accounts Payable system ensuring information on file is current; obtain w-9 as appropriate; process 1099's at year end. (Annual 1099)

- Grant File Maintenance maintain Grant and Contracts files; assist with ensuring compliance with Grants and Contracts through monitoring whether programs are meeting contract deliverables, bringing noted deficiencies to the attention of Accounting Program Director and the General Manager (Annual Audit)
- When time permits, fully cross train in four critical elements of Payroll/Accounts Receivable position and be able to back up for the Administrative Secretary in her absence. Ensure procedures manual for Accounts Payable and Grants are up to date.
- Audit Readiness
 - * Prepare for and assist with the annual audit of Accounts Payable, Grants, Contracts, and Fixed Assets. (Annual Audit)
- Work with Program Directors and Managers to ensure all grant funds are spent according to regulations and grant requirements and deadlines.
- Assist in preparing the indirect cost proposal on a yearly basis.

Qualifications:

- High school diploma or GED. Bachelor's Degree in Accounting preferred or Associates Degree plus 3-5 years' experience in accounting and grant monitoring, and state and federal contracts.
- General knowledge of computer hardware and software.
- Experience with word processing software, Excel, accounting software programs
- Team Player Personality with strong interpersonal and communication skills.
- Commitment to Confidentiality

Indian Preference

Indian preference will be given to candidates **showing proof** of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualifications as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preference, age, religion, or national origin.

Successful Candidate must:

- ◆ Submit to and pass a urinalysis drug test.
- ◆ Agree to a criminal background check.
- ◆ Sign Confidentiality Clause.

Please submit application along with resumes and verification of education to:Attn: Danielle Taylor

Burns Paiute Tribe, Human Resource Department
100 Pasigo St.
Burns, OR 97720

Community Health Nurse

Number of Positions: 1
Location: Burns, Oregon – Burns Paiute Reservation
Open: May 22, 2019
Closes: Open until filled
Starting Date: To be determined
Supervisor: Health Services Director
Salary: DOE/Full-Time

Position Summary: Under the supervision of the Health Services Director, the Community Health Nurse is an integral part of the Burns Paiute Tribe health program with primary emphasis in providing direct health care, prevention education, and maintaining quality health standards for the tribal community.

Duties and Responsibilities:

1. Assess patient care using reasoning and decision making skills. Communicate clearly with patients and other health care professionals using spoken and/or written words
2. Provide nursing care through home visits or at the health center on a daily basis
3. Promote health education/prevention by presenting to individuals or groups
4. Coordinates patient care with other health professionals
5. Analyze, interpret, and initiate patient medical data on the patient care component encounter form
6. Provide follow up on patient treatment, recovery, and doctors orders
7. Coordinate activities relating to the weekly tribal health clinic
8. Assists the medical provider during clinic times
9. Maintains the tribal immunization program
10. Operates the Resource Patient Management System (RPMS) to enter patient data
11. Prepares program reports and program documentation as needed or requested
12. Ability and the knowledge of the importance of maintaining **strict confidentiality of all records and information pertinent to the nature of the work.**
13. Must maintain strict confidentiality of medical information and adhere to HIPAA and Privacy Act requirements.
14. Knowledge of community and public service providers
15. Works irregular hours when needed
16. Able to lift and bend when caring for patients in the office or on a home visit.
17. **Perform other duties as assigned**

Required Qualifications:

- Must be a registered nurse with the State of Oregon and have an active, unrestricted license at the time of hire.
- Prefer a minimum of Bachelor of Science Nursing (BSN) degree
- Minimum of one year of hospital experience or equivalent
- One year of generalized community health nurse experience or equivalent
- Must possess a valid Oregon Driver's License
- Have basic computer skills

Desired Qualifications:

- Knowledge of principles, concepts, theories, and techniques of public/community health nursing and teaching and learning
- Ability to identify, assess, analyze, and evaluate medical data and information utilizing standard nursing principles
- Ability to independently plan, coordinate, and manage work
- Experience and ability to work well with diverse groups of people from varying age groups and socioeconomic backgrounds, sometimes in stressful situations, in a manner that displays professionalism, tact, diplomacy, and good judgment.

Successful Candidate must:

- ◆ Submit to and pass a urinalysis drug test.
- ◆ Agree to a criminal background check.
- ◆ Sign Confidentiality Clause.

Please submit application along with resumes and verification of Licensure to:**Attn: Danielle Taylor**

Burns Paiute Tribe, Human Resource Department

100 Pasigo St.

Burns, OR 97720

541-573-8013 or Danielle.taylor@burnspaiute-nsn.gov

Family and Child Services Director

Number of Positions: 1
Location: Burns, Oregon – Burns Paiute Reservation
Open: July 25, 2019
Closes: Open Until Closed
Starting Date: To be determined
Supervisor: General Manager
Salary: DOE/Full-Time

Position Summary: The Family and Child Services Director acts in a key supportive leadership role within the Burns Paiute Tribe whose primary responsibility is the oversight of the Tribe's Social Services. The Director provides guidance to the General Manager in planning Family and Social Services strategies, goals, initiatives and structure in alignment with the Tribe's values and vision. The Director is responsible for budgetary and performance measures, achievement of goals and strategies, grant writing and reporting, and results of monitoring functions. The Director acts on behalf of the Tribe as the facilitator of both the Child Protection Team and Adult Protective Services and oversees establishing protocols for the Teams and for staffing cases brought forward. This position works towards and encourages collaboration with the Tribe's programs and outside agencies to carry out optimal Tribal member care and support services while protecting and maintaining the confidentiality of all clients.

Duties and Responsibilities:

Responsible for the operations of designated Social Services, to include, operational planning, dashboards, award & funding compliance, budgets, and records management oversight.

Recruit, hire, oversee, evaluate, and train key positions within the Social Service Department and manage supervisory personnel.

Develop procedures for Social Services programs including but not limited to: General Assistance; Child Care and General Assistance Program; Domestic Violence Awareness Program; BIA Social Services Program; BIA Indian Child Welfare Program.

Assist with program referrals to other Tribal services or community programs.

Regularly reviews all cases to ensure quality and adherence to local, state and federal guidelines or regulations.

Responsible for efficient and effective utilization of Social Services programs' resources.

Provide guidance, mentoring and support to Social Services management staff.

Responsible for service and quality assurance in the Family and Social Services programs, and resolution of concerns.

Ensure workplace safety guidelines are followed for staff and vendors.

Ability to develop and maintain relationships with Tribal Community Members. This includes elders and all those that reside on the reservation and surrounding areas. Relationship building is key especially in child welfare cases or domestic violence crisis.

Develop and maintain relationships with Tribal community partners and all Tribal departments and programs including but not limited to: Tribal Police, Tribal Court, Tribal Housing, Natural Resources, Tribal Administration, Tribal Education, Tribal Cultural and Heritage Programs.

Develop and maintain relationships with local community partners including: Department of Human Services, local school districts staff and administration, behavioral health organizations and agencies, District Attorney's office, Victims Services, Harney County Corrections, and Harney County Juvenile Department.

Collaborate with community agencies as necessary and represent the Tribe to guarantee the Tribe's needs are not neglected in the Social Services arena. Currently the committees represented by the BPT Social Services department are: Multi-Disciplinary Team, Community Action Team, Harney County Commission on Children and Families, Harney County Behavioral Health Advisory Board and Harney Partners for Kids and Families.

Maintain a on-call status so that during times of crisis available to respond or send a designee.

Responsible to monitor ICWA cases that are in state or other Tribal courts with children eligible to enroll in the Burns Paiute Tribe, intervene in case and work with NAPOLIS, Tribal Court, and ICWA committees regarding the case.

Maintain monthly ICWA advisory meeting, maintain documentation required, offer training to ICWA committee members, participate in State ICWA cluster meeting, complete reports to BIA regarding ICWA notices and respond to all ICWA notices within required time frame.

Provide training to the Tribal community as needed regarding child welfare including mandatory reporting training, good touch/bad touch training, sex education classes, etc.

Work with staff to develop a yearly plan for activities, trainings, and speakers. Plan, coordinate, and follow through with logistics, resources, and activities that are geared to living on the reservation and Tribal members' needs.

Coordinate Parenting classes for the community.

Complete 6 months and yearly reports to BIA and Tribal General Council. Complete reports to Tribal Council as required.

Develop policies, procedures as they relate to changing programs; work with Tribal Court to develop Tribal Codes as they involve child welfare and delinquency.

The Facilitator of the Tribe's Child Protection Team and Adult Protection Team and responsible to ensure investigations are completed and appropriate actions are taken after a report of harm is filed. Writes grants for Social Services and assists managers to write grants and budgets and budget narratives for them.

It is the intent of this job description to highlight the essential functions of the position; however, it is not an all-inclusive list. The incumbent may be called upon and required to follow or perform other duties and tasks requested by his/her supervisor, consistent with the purpose of the position, department and/or the Burns Paiute Tribe's objectives.

Required Qualifications:

Travel Local In-State Out-of-State, travel required for grant management, training and meetings.

Bachelor's degree required in Social Work, Public Health, Humans Services or related field.

Ten years of experience in managing Social service programs, and personnel management.

Experience in the development of human service strategies.

Experience managing private, state and federal grants; and grant compliance.

Experience in budget management.

Experience in policy and procedure development & implementation.

Knowledge and experience working with cultural diversities.

Knowledge of the Burns Paiute Tribe's culture and traditions.

License/Certification (or willingness to become certified)

Valid Oregon Driver license and must remain insurable under the Tribe's policy. Extensive background check is required.

Desired Qualifications:

Knowledge base must include:

The laws and policies related to Senior and Disabilities Services programs; Oregon Department of Human Services; Bureau of Indian Affairs; Indian Health Services

The terminology commonly used in human services fields or settings;

The elements of the care coordination process;

The resources available to meet the needs of recipients;

Critical Incident Reporting and Reports of Harm;

The ability to organize, evaluate, and present information orally and in writing; and

The ability to work with professional and support staff.

Please submit application along with a cover letter, certifications and resume:

Attn: Danielle Taylor

Burns Paiute Tribe, Human Resource Department

100 Pasigo St.

Burns, OR 97720

541-573-8013 or Danielle.taylor@burnspaiute-nsn.gov

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Prevention Director

Number of Positions: 1
Location: Burns, Oregon – Burns Paiute Reservation
Open: June 25, 2019
Closes: Open Until Closed
Starting Date: To be determined
Supervisor: General Manager
Salary: DOE/Full-Time

Position Summary: The Prevention Director will oversee and supervise the Mental Health, Alcohol/Drug, TPEP, Suicide, Juvenile Crime Prevention and ADPEP staff and services. Ensure program compliance with state, BIA and other federal funding source requirements.

Provide supervision of all Mental Health, Alcohol/Drug, TPEP, Suicide, Juvenile Crime Prevention and ADPEP cases through a multi-disciplinary team approach for case management.

Assist in the implementation of prevention activities for youth and their families.

Duties and Responsibilities: Essential functions may vary among positions and may include the following tasks, knowledge, skills, abilities, and other characteristics.

1. Supervision and Mentoring – Supervise program staff and conducts annual performance evaluations of their job performance.
 - a. Manages day-to-day activities of assigned staff
 - b. Manages staff workflow
 - c. Provides leadership and training. Assigns, coordinates, schedules and reviews work of staff.
 - d. Monitors staff effectiveness, recognizes achievements and corrects performance deficiencies.
2. Leadership – Provides senior leadership to staff including the future direction of the programs, how that guidance will impact the community and how current and future programs can be best utilized for the benefit of the community.
3. Operations – Plans, organizes and oversees the daily operations of the assigned programs.
 - a. Ensures administrative support functions are in place and that programs are operating according to established standards, budgets, tribal policies and procedures and funding source requirements.
4. Budgeting/Grants and Contracts – Prepares and maintains operating budgets for assigned programs.
 - a. Ensures expenditures are in compliance with funding source requirements
 - b. Monitors utilization of grants and contracts

- c. Prepares and reviews grant and contract proposals and application for approval by Tribal Council
- 5. Outreach – Develop and present various prevention activities in conjunction with on-going tribal and county prevention efforts. Provide client and community outreach activities.
- 6. Flexibility – Perform other duties as assigned or as are consistent with providing professional services.

Required Qualifications:

- a. Minimum of Bachelor's Degree
- b. Must have or be able to obtain an Oregon driver's license within 30 days of hire
- c. Due to the confidential and sensitive nature of this position, successful completion of an extensive background investigation is required
- d. May be subject to working evenings, weekends and travel (In and out of state)

Please submit application along with a cover letter, certifications and resume:

Attn: Danielle Taylor

Burns Paiute Tribe, Human Resource Department

100 Pasigo St.

Burns, OR 97720

541-573-8013 or Danielle.taylor@burnspaiute-nsn.gov

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**Archaeologist
Burns Paiute Tribe**

Number of Positions:	1 – Archaeologist
Department:	Culture & Heritage Department
Location:	Burns, Oregon – Burns Paiute Reservation (Duty Station)
Open:	Monday, April 22, 2019
Closes:	Open Until filled
Supervisor:	Culture & Heritage Department Director
Salary:	Commensurate with GS 11
FLSA status:	Exempt
Position Hours:	40+/hours per week/Seasonal

PRIMARY RESPONSIBILITIES: Acts as the Principal Investigator, under the supervision of the Director of the Culture & Heritage Department (C&HD), to provide professional and technical assessments within the field of archaeology, either alone or with other C&HD staff, to the Burns Paiute Tribe, as well as to public and private proponents, concerning compliance with the National Historic Preservation Act of 1966, the National and State Environmental Policy Acts, and other State, Federal, and Tribal laws protecting cultural resources and archaeological properties on the Burns Paiute Reservation and aboriginal lands of the Burns Paiute Tribe. Provide technical assistance in the identification of cultural resources, cultural resources sites, and areas of significance to the Burns Paiute Tribe, either alone or with a field crew. Perform or work with C&HD staff in the performance of cultural resources inventory surveys and subsurface investigations, when needed; anywhere C&HD cultural resources projects are to be carried out. Keep detailed records assuring completeness and accuracy of activities carried out in the field. Including filling out forms, keeping project or site notes, and supervising a crew in filling out required records as needed. Ensure that fieldwork is carried out in an efficient, professional manner. Track artifacts that have to undergo laboratory analyses. Keep field equipment clean and in working order.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Under the direction of the Director, act as the Principal Investigator (PI) to implement cultural resources projects, alone or with C&HD staff. Primarily, this consists of archaeological site inventories, filling out forms and field reports and records; Work with C&HD staff to conduct research and identify inventories of areas important to the Burns Paiute Tribe. Inventories shall consist of: file and literature searches and their interpretation, oral history interviews, field reconnaissance of cultural resource sites, updates of previously recorded cultural resource sites, and the recording of new sites and isolates. Formulate research design and conduct or work with C&HD staff to do field testing which may include subsurface testing, as warranted; Coordinate and lead field crews during cultural resources surveys or subsurface testing to carry out their work in a professional manner; that is surveying or excavation of proscribed manner and filling out forms and keeping records. Ensure that field crews act in a manner that is credit to the Burns Paiute Tribe at all times; Prepare and work with C&HD staff in the preparation of reports. Ensure that forms and records are complete and clearly written so the report writer can easily read and interpret them; Evaluate proposals for construction activities that could include the discovery, disturbance, excavation or removal of cultural or archaeological resources; make recommendations to the C&HD Director and project proponents regarding these proposals; Evaluate environmental documents and survey reports prepared by others pursuant to State and Federal statutes to ensure that they meet Federal historic preservation program standards and the needs of the Tribe; Monitor and/or work with C&HD staff in the monitoring of construction contract activities relating to cultural and archaeological resources; Support and assist the THPO in duties and functions as needed; Assist the Director in

the development of C&HD protocols and guidelines; Interact pro-actively as assigned by C&HD Director, with tribal government officials, tribal members, cultural resource professionals, and project proponents so that project planning occurs efficiently and effectively, cultural resources are protected, and project impacts to archaeological resources are mitigated; Oversee the storage of and maintenance of all field equipment such as: screens, shovels, trowels, tapes, survey pins. Ensure that the equipment is cleaned after field work, repaired or replaced if broken, and stored such that it is accessible to C&HD staff and others; Provide information and training to inform and educate Tribal officials and others in the theory, practice, and legal foundation of cultural resource management; Assist with budgets/excel experience preferred; Manage technical equipment, data, and files of GIS, GPR, and all other technical equipment; Prepare GIS data collected in the field map generation and transfer to appropriate agencies; Assist with managing the Review & Compliance Division of the Culture & Heritage Department as assigned; Other duties as assigned.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must meet the Secretary of Interior standards for a Professional Archaeologist. Register of Professional Archaeologist (RPA) membership preferred.
- Theoretical understanding and demonstrated experience of post-processual and/or Indigenous and decolonized archaeology required.
- Possess knowledge of the broad field of cultural resource management as it is reflected in Federal and State laws, regulations, and policies; the science and practice of archaeology generally and the Pacific Northwest and the Great Basin. Experience in tribal cultural resource management preferred.
- Ability to apply established program standards in all areas of the Burns Paiute Tribe's Culture & Heritage and Resources Management Program involving archaeology; maintain creditable working relationships with program partners.
- Ability to work nights, weekends, holidays, and extended work days as needed.

EDUCATION and EXPERIENCE: Master's Degree in Archaeology and a minimum of 3 years of related work experience including a strong background in Section 106 and the implementation and experience of consultation with Indian Tribes or federal agencies.

LANGUAGE SKILLS: Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to work in a Northern Paiute/Native American community and be open to and inclusive of tribal cultural interpretations and traditions. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the tribal community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors.

MATHEMATICAL SKILLS: Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY: Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems. Ability to deal with non-verbal symbolism (formulas, scientific equations, graphs, musical notes, etc.) in its most difficult phases. Ability to deal with a variety of abstract and concrete variables.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand for prolonged periods of time and walk up to 12 miles per day; use hands to finger, handle or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and climb or balance. The employee must occasionally lift and/or move up to 45 pounds. Specific vision abilities required by this job include close vision, color vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of the job, the employee is frequently exposed to moving mechanical parts, fumes or airborne particles, outside weather conditions including weather extremes, and vibration. The employee is occasionally exposed to high, precarious places and required to hike steep inclines. The noise level in the work environment is usually moderate.

DRUG FREE WORKPLACE: The successful candidate will be required to have a urinalysis for drug- screening in accordance with the Tribe's Drug Free Workplace Policy.

DRIVER'S LICENSE & INSURANCE REQUIREMENT: Must maintain a valid Oregon driver's license or obtain one upon hire, qualify for the Tribe's vehicle insurance, and provide proof of personal vehicle insurance.

BACKGROUND CHECK: Candidates for this position are subject to criminal background check.

Must submit to a pre-employment drug and alcohol testing and/or the failure to successfully pass a drug and alcohol test may result in refusal to hire.

INDIAN PREFERENCE: will be given to candidate showing proof of enrollment in a federally recognized tribe. In the absence of qualified Indian applicants, all qualified applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regards to Race, Color, Creed, Sex, Politics, Age, Religion or National Origin.

Submit application & Resume to:
Danielle Taylor, Director, Human Resource Department
100 Pasigo Street
Burns, OR 97720

Or email to:
Danielle.taylor@burnspaiute-nsn.gov

ELECTION

NEWSLETTER – June 17, 2019

Requirements for a 30 day notice prior to Election Day.

ELECTION DAY : August 13, 2019

Burns Paiute Tribal Elections will be held on August 13, 2019 at the Burns Paiute Tribal Courtroom on the Burns Paiute Reservation. Polling will be open from 10:00 am to 7:00 p.m. Any person waiting in line to vote at 7:00 p.m. may vote, but no one who arrives at the polling place after 7:00 p.m. will be permitted to vote

Council member terms that are up: Rachel Samor, Tracy Kennedy & Wanda Johnson these seats are three (3) year terms.

Nominated at the June 5, 2019 General Council meeting were: Rachel Samor, Tracy Kennedy, Wanda Johnson, Cecil Dick, & Andrew Beers. To this date we have not received any withdraw letters.

The Election Board held a meeting on Thursday June 6, 2019: Vanessa Gonzalez, Lindsey Dick & Vanessa Bahe. Election board is seeking (2) more positions to be filled as soon as possible. I have attached a copy of the voting ballot with all the nominees that are listed above.

ABSENTEE BALLOTS

A registered voter may request an absentee ballot for himself or herself, for any reason. No person may request an absentee ballot for another.

Please contact for an absentee ballot: Lindsey Dick (541)573-8097, 100 PaSiGo Street, Burns, OR 97720. Email is bptelections19@gmail.com.

- (a) Any registered voter may request an absentee ballot, for any reason. **No person may request an absentee ballot for any other person.**
- (b) Absentee ballots may be requested only from the Election Board member or members who have been designated to process absentee ballots.
- (c) Absentee ballots may be requested by the registered voter in person, or by mail. Email, fax, or telephone. Absentee ballots will not be issued after the deadlines set forth in this section.
- (1) Absentee ballots may be requested in person up to 5 business days before the Election Day.
- (2) Absentee ballot requests that are sent by mail, email, fax, or telephone must be received by the Election Board at least 10 business days before Election Day.
- (d) Ballots shall not be e-mailed or faxed to a voter and may not be returned by e-mail or fax.

- (e) Absentee ballots shall be included in a packet that contains the following:
- (1) A Ballot;
 - (2) A preaddressed outer envelope for mailing back the ballot, which includes lines and instructions for the voter to print and sign his or her name; and
 - (3) Instructions for completing and returning the ballot shall be substantially similar in format to the instructions include in Appendix D, and shall state that:
 - (A) The voter should mark the ballot; as instructed on the ballot, and enclose the ballot in the pre-addressed return envelope;
 - (B) The voter must sign and clearly print his or her name on the envelope. Ballots returned in unsigned envelopes will not be counted;
 - (C) To be counted, absentee ballots must be returned as follows;
 - By mail: Received at the designate P.O. Box or mailbox for absentee ballots on or before Election Day; or
 - Hand- delivered: Delivered to the Election board, at the polling place on Election Day, between 10:00 AM and 7:00 PM. Absentee ballots may only be delivered by the voter who requested the ballot. **Hand delivered ballots delivered by any other person, or delivered before Election Day, will not be accepted.**

BURNS PAIUTE TRIBAL ELECTION

August 13, 2019

On your ballot, please place a mark in the square next to the candidate(s) you wish to vote for or write in the name of a write-in candidate.

You may cast (1) vote for each open seat on the Tribal Council. There are three (3) open seats in this election. If there are more than three (3) votes on your ballot, the ballot will be voided. THERE ARE Three (3) VACANCIES IN THIS ELECTION.

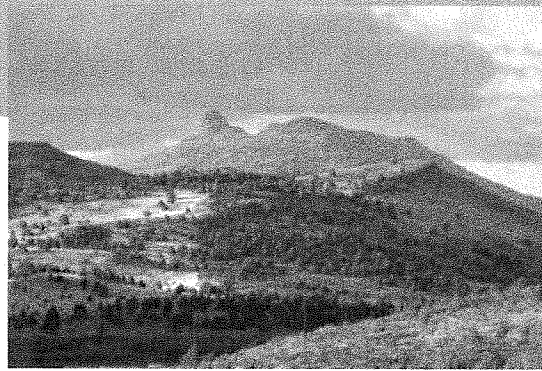
- ☐ Rachel Samor
- ☐ Tracy Kennedy
- ☐ Wanda Johnson
- ☐ Cecil Dick
- ☐ Andrew Beers

Write-in _____

Write-in _____

Write-in _____

Sample



Youth Opportunity Program

Field Day—July 31, 2019

Leave: 8:00 AM, Education Building

Return: 4:00 PM, Education Building

Archaeology Field School

10:00 AM Presentation: Diane Teeman

Beulah Reservoir

Presentation: Kenton Dick & Charlotte Roderique

Castle Rock

Presentation: Kenton Dick & Charlotte Roderique

If you have any questions, please contact Vanessa Bahe at 541-573-8007.

